

Risk Assessment Document for *Greystones Lawn Tennis Club*

This risk assessment considers the potential for harm to come to children whilst they are in *Greystones Lawn Tennis Club's* care. This risk assessment precedes the Child Safeguarding Statement (Section 11 (1b) Children First Act 2015) which is developed following this risk assessment process. In accordance with the requirements of Section 11 (1) of the Children First Act 2015 the risk is of abuse and not general health and safety risk (covered under a separate H&S policy and risk assessment).

Section 11 (1) of the Children First Act 2015 states that where a person proposes to operate as a provider of a relevant service, he or she shall, within 3 months from the date on which he or she commences as such a provider —

- (a) Undertake an assessment of any potential for harm to a child while availing of the service (in this section referred to as a “risk”).

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/NGB	Further action required NONE See Policy Name for reference
CLUB & COACHING PRACTICES				
Lack of coaching qualification	L	<ul style="list-style-type: none"> Coach education policy Recruitment policy 	GLTC	<i>GLTC Coach Education & Access to Training Policy – complete</i> <i>GLTC Recruitment Policy - complete</i>
Supervision issues	L	<ul style="list-style-type: none"> Supervision policy Coach education policy 	GLTC	<i>GLTC Supervision Policy</i> <i>GLTC Coach Education & Access to Training Policy</i>
Unauthorised photography & recording activities	L	<ul style="list-style-type: none"> Photography and Use of Images policy 	GLTC	<i>GLTC Photography and Usage – complete</i>
Behavioural Issues	L	<ul style="list-style-type: none"> Code of Conduct Safeguarding Level 1 (min) Complaints & Disciplinary policy 	GLTC	<i>GLTC Code of Conduct Coaches + Parents – complete</i> <i>GLTC Safe Guarding Policy – complete</i> <i>GLTC Complaints Policy - complete</i>
No guidance for	L	<ul style="list-style-type: none"> Travel/Away trip policy 	GLTC	<i>GLTC Travel and Hosting Policy – complete</i>

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/NGB	Further action required NONE See Policy Name for reference
travelling and away trips		<ul style="list-style-type: none"> Child Safeguarding Training 		<i>GLTC Safe Guarding Policy</i>
Lack of adherence with misc procedures in Safeguarding policy (i.e. transport)	L	<ul style="list-style-type: none"> Safeguarding policy Complaints & disciplinary policy 	GLTC	<i>GLTC Safe Guarding Policy GLTC Complaints Policy</i>
COMPLAINTS & DISCIPLINE				
Lack of awareness of a Complaints & Disciplinary policy	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy Communications procedure 	GLTC	<i>GLTC Complaints Policy GLTC Communications Policy</i>
Complaints not being dealt with seriously	L	<ul style="list-style-type: none"> Complaints & Disciplinary procedure/policy 	GLTC	<i>GLTC Complaints Policy</i>
REPORTING PROCEDURES				
Lack of knowledge of organisational and statutory reporting procedures	L	<ul style="list-style-type: none"> Reporting procedures/policy Coach education policy Code of Conduct /Behaviour 	GLTC / NGB	<i>GLTC Statutory Reporting Policy GLTC Reporting Policy GLTC Coach Education & Access to Training Policy GLTC Code of Conduct Coaches</i>
No Children's Officer appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy 	GLTC	<i>GLTC Statutory Reporting Policy GLTC Reporting Policy</i>
No Designated Liaison Person Appointed	L	<ul style="list-style-type: none"> Reporting procedures/policy 	GLTC	<i>GLTC Statutory Reporting Policy GLTC Reporting Policy</i>
Concerns of abuse or harm not reported	L	<ul style="list-style-type: none"> Reporting procedures/policy Child Safeguarding Training – Level 1 	GLTC	<i>GLTC Statutory Reporting Policy GLTC Reporting Policy</i>
Not clear who Young Persons should talk to or	L	<ul style="list-style-type: none"> Post the names of CCOs, DLPs and MP 	GLTC	<i>Completed</i>

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/NGB	Further action required NONE See Policy Name for reference
report to				
FACILITIES				
Unauthorised access to designated children's play & practice areas and to changing rooms, showers, toilets etc.	L	<ul style="list-style-type: none"> Supervision policy Coach education 	GLTC	<i>GLTC Coach Education & Access to Training Policy</i> <i>GLTC Supervision Policy</i>
Unauthorised exit from children's areas	L	<ul style="list-style-type: none"> Supervision policy Coach education 	GLTC	<i>GLTC Coach Education & Access to Training Policy</i> <i>GLTC Supervision Policy</i>
Photography, filming or recording in prohibited areas	L	<ul style="list-style-type: none"> Photography policy and use of devices in private zones 	GLTC	<i>GLTC Photography and Usage Policy</i>
Children sharing facilities with adults e.g. dressing room, showers etc.	L	<ul style="list-style-type: none"> Safeguarding policy 	GLTC	<i>GLTC Safe Guarding Policy</i>
RECRUITMENT				
Recruitment of inappropriate people	L	<ul style="list-style-type: none"> Recruitment policy 	GLTC	<i>GLTC Recruitment Policy</i>
Lack of clarity on roles	L	<ul style="list-style-type: none"> Recruitment policy 	GLTC	<i>GLTC Recruitment Policy</i>
Unqualified or untrained people in role	L	<ul style="list-style-type: none"> Recruitment policy 	GLTC	<i>GLTC Recruitment Policy</i>
COMMUNICATIONS AND SOCIAL MEDIA				
Lack of awareness of 'risk of harm' with	L	<ul style="list-style-type: none"> Child Safeguarding Statement 	GLTC	<i>GLTC Safe Guarding Statement</i>

Potential risk of harm to children	Likelihood of harm happening L-M-H	Required Policy, Guidance and Procedure document	Responsibility Club/Region/NGB	Further action required NONE See Policy Name for reference
members and visitors		<ul style="list-style-type: none"> Training policy 		<i>GLTC Coach Education & Access to Training Policy</i>
No communication of Child Safeguarding Statement or Code of Behaviour to members or visitors	L	<ul style="list-style-type: none"> Child Safeguarding Statement – display Code of Behaviour - distribute 	GLTC	<i>GLTC Safe Guarding Statement- Emailed</i> <i>GLTC Code of Conduct Members – displayed</i>
Unauthorised photography & recording of activities	L	<ul style="list-style-type: none"> Photography and Use of Images policy 	GLTC	GLTC Photography and Usage
Inappropriate use of social media and communications by under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct 	GLTC	<i>GLTC Code of Conduct Members</i>
Inappropriate use of social media and communications with under 18's	L	<ul style="list-style-type: none"> Communications policy Code of conduct. 	GLTC	<i>GLTC Communications Policy</i>
GENERAL RISK OF HARM				
Harm not being recognised	L	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	GLTC	<i>GLTC Safe Guarding Policy</i> <i>GLTC Coach Education & Access to Training Policy</i>
Harm caused by - child to child - coach to child - volunteer to child - member to child - visitor to child	L	<ul style="list-style-type: none"> Safeguarding policy Child Safeguarding Training 	GLTC	<i>GLTC Safe Guarding Policy</i> <i>GLTC Coach Education & Access to Training Policy</i>

Explanation of terms used:

Potential risk of harm to children – these are identified risks of harm to children whilst accessing activities in GTLC

Likelihood of harm happening – the likelihood of the risk occurring in GLTC is Low

Required Policy, Guidance and Procedure document – indication of the policy required to alleviate the risk.

Responsibility – provider should indicate where the responsibility for alleviating the risk lies.

Further action... - indicates further action that might be necessary to alleviate any risk ongoing.

Regarding the Policy, Guidance and Procedure documents required in Column 3 above. Please refer to our Achieving Child Protection Compliance Safeguarding Page on our website at –

<https://www.tennisireland.ie/child-protection/achieving-child-protection-compliance/>

On the website you'll find all the policy documents required to becoming compliant with the Children's First Act

This Risk Assessment document has been discussed and completed by *Greystones Lawn Tennis Club* on 01/07 /2018

Signed:

Signed:

Name:

Name:

Role: *(Club Chairperson)*

Role: Club Children's Officer

Date:

Date: